



Job Description
Minimum Wage: \$7.50/hr.

Game Room Attendant (Part-time)

DEFINITION: Under direction from the Fitness Center Supervisor, the Recreation Center Program Supervisor and the Recreation Manager, the Game Room Attendant assists with planning, implementation, supervision and evaluation of all Game Room programs and activities. May perform other duties as assigned.

CLASSIFICATION: This is a part-time, hourly position with no benefits.

ESSENTIAL FUNCTIONS: Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by incumbents of this classification.

TASKS:

- Promote the safety of patrons, quality in programs and appearance of the facility at all times.
- Provide guidance and promote a positive environment for all patrons.
- Promote and stimulate program participation.
- Participate in staff meetings and trainings.
- Conduct programs of physical fitness, health awareness, small and large group programs, and instructional sessions and clinics on all equipment.
- Publicize teen programs on-site with bulletin boards, signs, calendars, handouts, and word of mouth. - -
- Establish a system of recognition about patrons and related achievements.
- Assist with surveying participants.

Daily Responsibilities

- Provide excellent customer service for patrons entering the building and Teen Room.
- Maintain the area to ensure room is presentable to public.
- Pick up trash.
- Wipe down equipment (i.e., Computers, Game Bikes, XR-Boards, DDR pads, XBox 360, and Nintendo Wii).
- Maintain and inventory all equipment.
- Facilitate program efficiently while keeping all participants motivated.
- Ensure patrons are following rules and guidelines established for programmed activities.
- Complete Game Pod participation form.
- Report any problems to supervisor immediately.

HOURS: Must be able to work split shifts, weekdays, weekends and/or evenings as assigned.

Employee's Signature: _____ Date: _____

Prepared by: J. Little 2/1/10

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